



## **Minimum Staffing Levels**

Lee-Whedon Memorial Library strives to provide quality services to the community and ensure the library is a safe place for employees and patrons.

A minimum 2 staff members must be present in the Library at all times. If fewer than 2 staff are present, the library will close.

If 1/3 of staff members are ill on one day, the library will close to the public. There will not be enough staff to safely work. Other staff will still report to work and complete other tasks.